

## Safety Advisory Committee

May 6, 2011

1:30 PM – 3:00 PM

### Minutes

Committee Member	Representing	Present
Anderson, Erik	Materials Sciences Division	X
Bello, Madelyn	Human Resources Advisor	
Blodgett, Paul M.	Environment, Health and Safety Division	
Cademartori, Helen	Information Technology Division	
Carithers, William	Physics Division	
Christensen, John N.	Earth Sciences Division	
Earnest, Thomas N.	Physical Biosciences Division	
Floyd, Jim	Safety Advisory Committee Chair	
Fujikawa, Brian	Nuclear Science Division	X
Ji, Qing	Accelerator & Fusion Research Division	
Lukens Jr., Wayne W.	Chemical Sciences Division	
Lunden, Melissa	Environmental Energy Technologies Division	X
Mangiardi, Vito J.	Genomics Division	*
Martin, Michael C.	Advanced Light Source Division	
More, Anil V.	Office of the CFO Advisor	
Taylor, Scott E.	Life Sciences Division	X
Tucker, Eugene	Facilities Division	X
Thomas, Patricia M.	Safety Advisory Committee Secretary	X
Walter, Howard	Computing Sciences Directorate	
Wong, Weyland	Engineering Division	X

**Others Present:** Richard DeBusk, Joe Dionne, \*Stephen Franaszek (for V. Mangiardi), Julie Henderson, Jim Krupnick, Rebecca Rishell, Scott Robinson, John Seabury, Bill Wells

### **Chairman's Comments – Scott Taylor (for Jim Floyd)**

**PPE Policy** --Scott Taylor has been talking to Doug Fleming and Jim Floyd about the scope of work for the Safety Advisory Committee. Jim Floyd suggested that the Committee get involved in looking at Personal Protective Equipment (PPE) policy at LBNL. Input is requested from Divisions regarding satisfaction/dissatisfaction with current policy, and recommendations for changes. Some of the issues are PPE requirements in mixed use (office and lab) spaces, technical areas that do not have chemical or eye hazards, how risks should be assessed, and visibility limitations of eye protection PPE.

**Electrical Work Authorizations** -- There was an **Action** Item identified at the April 2011 meeting for Keith Gershon, Weyland Wong, Richard DeBusk, and Mike Wisherop to meet and clarify electrical work authorization requirements. Mike Ruggieri is going to benchmark LBNL requirements against other Labs. A question has been submitted to HSS regarding requirements for warranty work on scientific apparatus.

### **Toxic Gas – Joe Dionne**

The requirements for toxic gas in PUB-3000 need to be updated. The issues that need to be addressed include:

- Calculation of release rates and alarm thresholds;
- Transport of toxic gas cylinders, on site and off site;
- Storage requirements;
- Restricted item purchase approval process;
- Restricted flow for lecture bottles.

Other issues raised by SAC members include:

- Determining cylinder owners and responsibilities for monitoring, maintenance, and calibration of toxic gas systems;
- Training requirements more specific to toxic gases than the general Chemical Hygiene course;
- Possible tracking and limits on age of gas cylinders.

### **Working Alone – Bill Wells**

There was a 2009 self-assessment finding that LBNL does not have a policy on working alone. Environment, Health, and Safety (EHS) Division is proposing to address the issue in a new PUB-3000 section 5.3 and revisions to Chapter 6, Appendix B. Working alone would be defined as doing work when there is nobody within sight or earshot that can assist in the event of an emergency. The policy would be that workers at LBNL would not be allowed to work alone when the mitigated hazards associated with their work could incapacitate them such that they cannot self-rescue or activate emergency services. The policy would provide guidance as to the types of processes that would generally require more than one worker to be present.

The working alone policy would be implemented through work authorizations, such as Activity Hazard Documents (AHDs), Radiological Work Authorizations (RWAs), and Job Hazards Analyses (JHAs). The affected work authorizations would be identified and revised as they are renewed. Each Division would identify their affected processes, and establish Division-specific requirements through their Integrated Safety Management (ISM) Plans. A subcommittee of Division Safety Coordinators would be asked to work on implementation

guidance. Materials Sciences Division has developed a policy and posts the policy in each lab.

Adopting the new policy will require guidance from the Safety Advisory Committee (SAC) and approval of the Lab Director. There is a February 29, 2012 Corrective Action Tracking System (CATS) deadline to adopt the policy. It will need to be added to the institutional Integrated Safety Management (ISM) Plan template. There is an internal deadline of one year from the date of adoption to implement the policy.

Committee members had questions about:

- The reference to “mitigated” hazards, as mitigating controls can sometimes fail. Divisions will need to take the plausible failure of controls into consideration.
- Whether the policy was intended to be space (room) based or activity-based. It was envisioned as activity-based, but it could be implemented as room-based. For example, there are restrictions already in place for machine shops. AHDs will not be required for shops.
- Qualifications to act as the “buddy”. The qualifications will be determined by the situation. At a minimum, the “buddy” must be able to activate emergency response.
- The extent fall hazards that would be allowed for working alone – 4 foot or 6 foot height, and whether it includes work on ladders.

The Committee commented that Line Management involvement is essential, and Division Safety Coordinators should work with their Line Management to develop guidance.

### **Work Release – Scott Taylor**

A new work release process was developed in response to a Health, Safety, and Security (HSS) assist visit. Each Division was asked to identify spaces that would require approval before workers from outside the work group could do work. Facilities has a Work Planning and Control group that evaluates each Work Request and identifies Work Requests needing a release. The person who is designated as being in charge of work release for a space is contacted by email linked to a website, and responds with safety information and permission to perform the work. There have been problems getting the system to work at the National Energy Research Scientific Computing (NERSC) Center. The list of contact people has been compiled into a database that will be part of the Maximo system. We are not sure yet how the list will be kept up-to-date and under control.

Because of the urgency in responding to HSS, the procedure was developed before a policy was formally adopted. The SAC needs to form a subcommittee to work on the policy. Facilities and EHS will need to be involved. The policy will need to go through the CC1 process. There could be Human Resources issues.

There are questions about how to assign work release responsibility for shared and multiple-use spaces, and for roof spaces with hazards such as gas exhausts and radiation. There are also questions about how the Work Release system will relate to the Area Safety Lead and door placard system, or the Building Manager system. Some areas have card key systems; however, this system is not adequate for work release control because there are too many people who have access to some areas. There have been problems controlling subcontractor access. Vendors, Information Technology, Telephone Services, and EHS people also work around the site and need to be part of the work release system. There could be problems of work delays if the designated contact person is not available. Alternate contact people can be designated.

### **Peer Review Update – Scott Robinson**

The report for the Peer Review of the Accelerator and Fusion Research Division (AFRD) is almost finished. A presentation by the Division Director, Steve Gourlay, will be scheduled in the next few months. The review process went well.

Earth Sciences Division will be the next to be reviewed. The Peer Review team has been asked to look at ISM Core Principles 2, 3, and 5.

Copies of the Peer Review reports will be provided to SAC members.

### **Policy Changes – Richard DeBusk (for Doug Fleming)**

EHS is working on the following policy changes:

- Hazardous materials transportation policies and procedures are being improved;
- Electrical safety requirements are being updated. The 2009 version of National Fire Protection Association (NFPA) standard 70E will be adopted, with the exception of annual First Aid training and arc flash analysis posting, which is a pilot project in some areas only at this time. The “qual card” process is making progress.
- Chemical Management System inventory requirements are being revised. See Lee Aleksich for details.

## **Safety Culture Improvement Discussion – Scott Taylor**

There is a perception that some safety requirements (e.g. PPE policy) are being implemented for compliance rather than for worker safety.

There was discussion about whether Spot Awards are effective. The HSS assist audit found that researchers are concerned about the impact of spending time on safety rather than their research project and are not very motivated by small cash awards. Some support staff like the awards, but the long time to process them diminishes the impact.

At the Division Directors meeting, they discussed incorporating safety performance into the performance management system. It is a line item in some performance reviews.

The Joint Genome Institute (JGI) asks work groups to identify their safety priorities.

It is important for senior management to demonstrate leadership in safety culture by performing walkarounds and talking about safety.

Terry Hazen in Earth Sciences has developed some ways to get recognition for people who participate in safety.

LBNL needs to be viewed as a professional workplace. This is a cultural change, particularly for new people coming from a more casual University environment.

The meeting was adjourned at 2:30 PM

Respectfully submitted, Patricia M. Thomas, SAC Secretary